

SIGN IN SHEET

IFB PMB-2010-13

FURNISH SECURITY SERVICES AT THE FEDERALLY FUNDED PUBLIC HOUSING COMPLEX KNOWN AS PUUWAI MOMI UNDER ASSET MANAGEMENT PROJECT 30 ON THE ISLAND OF OAHU

INSTRUCTIONS

Please fill out this sheet and leave original with the Contract & Procurement Office located at 1002 North School Street – Building D, Honolulu, HI 96817 when you pick up your bid packet. A copy will be made for you. Take the copy with you as it contains important dates, times and information.

Read this packet carefully. If you have any questions, please call Rick Sogawa, IFB Coordinator at (808) 832-6038.

Pre-Bid Conference/Site Visitation:	Thursday, June 24, 2010, 9:00 a.m. at the HPHA – Building E Conference Room, 1002 N. School Street, Honolulu, Hawaii 96817. Site visitation to follow at approximately 10:15 a.m. Hawaii Standard Time (HST)	
Bid Offer Form Due Date:	Due before 10:00 a.m. HST on Thursday, July 8, 2010 at the HPHA – Central Files, 1002 N. School Street, Building D, Honolulu, HI 96817.	
Bid Opening:	Thursday July 8, 2010	At 10:15 a.m. HST at the HPHA – Contract & Procurement Office, 1002 N. School Street, Building D, Honolulu, Hawaii 96817.
Date: _____		
Company: _____		
Address: _____		

Bus. No. _____		Cell No. _____
Fax No. _____		
Contact Person: _____		

Signature of Person Picking Up Packet

REQUIRED CERTIFICATIONS:

The following shall be submitted with the Bid Offer Form:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Hawaii Compliance Express, Certificate | <input checked="" type="checkbox"/> Corporate Resolution |
| <input checked="" type="checkbox"/> Wage Certificate | <input type="checkbox"/> |

The following shall be submitted prior to start of contract, no later than July 30, 2010

- | | |
|--|---|
| <input checked="" type="checkbox"/> Certificate of Insurance | <input checked="" type="checkbox"/> Valid Tax Clearance Certificate |
| <input type="checkbox"/> Other: _____ | |